

OPTIONAL FORM NO. 10
5010-104

UNITED STATES GOVERNMENT

Memorandum

TO : Chief, Registrar Staff/TR

DATE: 19 November 1965

FROM : Chief, AIB/RS/TR

SUBJECT: Weekly Activities Report No. 37
15 - 19 November 1965

25 YEAR RE-REVIEW

I. SIGNIFICANT ITEMS

None

II. OTHERS

A. The Operational Interrogation Course is well-subscribed but as a consequence of a call from [] DDP/TRO, [] thought that a "pitch" be made at the DDP staff meeting to encourage representation from WH and AF Divisions--if it was thought a person should have the course. John's call to me was before his DDP meeting; he wanted to know if he should mention the need of CS to support the course.

B. Within recent months several officers of OTR have sought information on the history and content of the Intelligence Review and the Clandestine Services Review courses. Their inquiries, coupled with the many requests for approval of their candidates we habitually get from Training Officers when each of these courses is to run, suggest that perhaps another type of course, a combination of the two courses, may be more suitable for a more general audience.

I offer the thought that perhaps a course that would be over-all Agency oriented would be the answer to many of our requests--a course less refined in detail or a level below the current IR and CSR, but nonetheless informative. The only other program we have that covers the Agency as a whole is the CIA Review (2 hours) and some introductory lectures in several other OTR courses. There is none that takes in the whole Agency in considered detail. I think a one-week program of this nature

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would be a popular one, yet in no way to destroy the current interest in IR, which attracts middle-level and senior officers, and CSR, which is for middle and senior-grade officers of the CS who have recently returned from overseas. There are many other factors for consideration, including the attractiveness of the course to senior officer nominees and to semi-professionals, and to junior-grade clericals who have been in the Agency for quite some time, all who need an updating of the Agency.

25X1 C. In a conversation with [] DC/LTS, 25X1 I recommended that LTS look into deleting the "Instructor's Estimate" on a training report of a student's achievement in those languages for which there is an official (Agency) test. One of the main concerns about the instructor's estimate is that since it is not considered "official" the level of proficiency acquired after training is not a matter of record in the Agency's Language Qualifications Register. There are other ramifications of this that [] plans to bring to Roy's attention for our further discussion.

[] 25X1

25X1 E. About two months ago we sent a very lengthy report to [] who called this week not only to thank us for the report but also to tell us of its significance to the IG's survey for records management in the Agency. He also inquired about the method whereby records officers who have taken self-sponsored courses are able to have this information recorded for official purposes. He will go along with the recommendation that such information is to be sent to OP for inclusion in the individual's official file since it is not the practice to record self-financed courses in the Agency Training Record.

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III. PERSONNEL

A. [] reported on Thursday to assume his duties of Editor of the OTR's publications. 25X1

25X1 B. [] is scheduled to transfer to SIC in the immediate future. Chief/SIC and I have not actually discussed a transfer date with PO/TR but before Barbara goes we plan to complete the copy for the OTR Schedule (six-months) and the next OTR Bulletin. Her reporting to SIC should be about the end of the month. Meanwhile, she is spending time with [] 25X1
25X1 [] of AIB who will succeed her in the position of Editorial Clerk in the Branch.

C. [] is to report to the Branch on Monday, 22 November. Her assignment will be with the records activity. One important position remains to be filled and that is in the admissions work. [] is very faithful in reporting the status of candidates for the position. 25X1
25X1



Attachment: Weekly attendance figures

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